

(2) Hazard mitigation activities, including development of predisaster natural hazard mitigation plans, policies, programs and strategies for State-level multi-hazard mitigation;

(3) Updates to State disaster assistance plans, including plans for the Individual and Family Grant (IFG) Program, Public Assistance Program, Hazard Mitigation Grant Program, Disaster Application Center operations, damage assessment, etc.;

(4) Handbooks to implement State disaster assistance program activities;

(5) Exercise materials (EXPLAN, scenario, injects, etc.) to test and exercise procedures for State efforts in disaster response, including provision of individual and public assistance;

(6) Standard operating procedures for individual State agencies to execute disaster responsibilities for IFG, crisis counseling, mass care or other functional responsibilities;

(7) Training for State employees in their responsibilities under the State's disaster assistance plan;

(8) Report of formal analysis of State enabling legislation and other authorities to ensure efficient processing by the State of applications by governmental entities and individuals for Federal disaster relief;

(9) An inventory of updated inventory of State/local critical facilities (including State/local emergency operations centers) and their proximity to identified hazard areas;

(10) A tracking system of critical actions (identified in postdisaster critiques) to be executed by State or local governments to improve disaster assistance capabilities or reduce vulnerability to natural hazards.

(11) Plans or procedures for dealing with disasters not receiving supplementary Federal assistance;

(12) Damage assessment plans or procedures;

(13) Procedures for search and rescue operations; and,

(14) Disaster accounting procedures.

(c) The State shall provide quarterly financial and performance reports to the Regional Director. Reporting shall be by program quarter unless otherwise agreed to by the Regional Director.

[54 FR 2129, Jan. 19, 1989]

PART 301—CONTRIBUTIONS FOR CIVIL DEFENSE EQUIPMENT

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AUTHORITY: 50 U.S.C. app. 2251 *et seq.*; Reorganization Plan No. 3 of 1978; E.O. 12148.

§ 301.1 Purpose.

The purpose of the regulations in this part is to prescribe the basic terms and conditions under which the FEMA, pursuant to the provisions of section 201(i) of the Act, contributes Federal funds to the States for the procurement of civil defense equipment.

[29 FR 1322, Jan. 25, 1964. Redesignated at 29 FR 6384, May 15, 1964, and further redesignated at 44 FR 56173, Sept. 28, 1979]

§ 301.2 Definitions.

Except as otherwise stated, when used in the regulations in this part, the meaning of the listed terms are as follows:

(a) *Act*. The Federal Civil Defense Act of 1950, as amended (50 U.S.C. App. 2251 *et seq.*).

(b) *Allowable costs*. Except where Federal assistance for such costs is restricted or prohibited by law, the cost principles set forth in CPG 1-3, as required by OMB Circular A-87 apply in determining allowability and allocability of costs incurred by States and their political subdivisions. Costs which are allowable only with the approval of the grantor agency are allowable only to the extent so provided in CPG 1-3. No cost is allowable unless it is required to meet civil defense needs determined in accordance with the provisions of CPG 1-3.

(c) *Civil defense equipment*. Facilities, materials, and organizational equipment for which the FEMA approves financial contributions under section 201(i) of the act.

(d) *CPG 1-3*. FEMA's "Federal Assistance Handbook" promulgated as Civil Preparedness Guide (CPG) 1-3 as amended by numbered changes thereto and by Civil Preparedness Circulars (CPC).

(e) *FEMA*. Federal Emergency Management Agency. Where action is to be taken, this term denotes the Director or other duly authorized official(s) acting under the authority delegated.

(f) *Facilities*. Buildings, shelters, and utilities, exclusive of land.

(g) *Grantee*. A State, and where applicable, a political subdivision joining in the State's application, which holds a FEMA-approved project application for Federal financial assistance under section 201(i) of the act, which has not been closed out by completion or termination under FEMA procedures set forth in CPG 1-3.

(h) *Materials*. All materials, supplies, medicines, equipment, component parts, and technical information (including training courses) and processes necessary for civil defense.

(i) *Organizational equipment*. Equipment (other than materials and facilities) determined by the FEMA to be (1) necessary to a civil defense organization, as distinguished from personal equipment, and (2) of such type or nature as to require it to be financed in whole or in part by the Federal Government. It shall not be construed to include those items which the local community normally utilizes in combating local disasters except when required in unusual quantities dictated by the requirement of the civil defense plans.

(j) *Program*. A course of action adopted by a State (or political subdivision) in a specific civil defense area of activity.

(k) *Project*. A definable part of a program which is complete in itself.

(l) *State*. Any of the several States; the District of Columbia; the Commonwealth of Puerto Rico; the Government of the Northern Mariana Islands; the territories of American Samoa, Guam, and the Virgin Islands; and interstate civil defense authorities established by

interstate compact pursuant to section 201(g) of the act.

[43 FR 25093, June 9, 1978. Redesignated at 44 FR 56173, Sept. 28, 1979, and amended at 44 FR 62517, Oct. 31, 1979; 48 FR 44544, Sept. 29, 1983; 50 FR 40007, Oct. 1, 1985]

§ 301.3 Project applications.

(a) *Forms and assurances*. A request for a Federal financial contribution shall be made on a FEMA-prescribed project application form conforming to the requirements of Attachment M of OMB Circular No. A-102, and, in addition to acknowledgement of the applicant's receipt of a copy of CPG 1-3 shall contain assurances of and agreement for compliance with the regulations, policies, guidelines and requirements of FEMA regulations in subchapter E, chapter I, of title 44 of the Code of Federal Regulations, CPG 1-3, OMB Circular A-87 and OMB Circular No. A-102.

(b) *Scope*. The project application should cover a definable civil defense purpose, complete in itself. Although explanatory information for cost estimate purposes must be detailed, applicants are to define the project in terms of civil defense measures to be undertaken rather than as a shopping list for purchase. For example, in terms of providing a civil defense warning system for a given geographical area's population, the specific number and types of sirens and other equipment expected to be required would be indicated as background information for the budget summary.

(c) *Signature*. The project application must be signed by an authorized official of the State and in the case of a political subdivision joining the State in its application, also by an authorized official of such political subdivision. Except as otherwise required by law, no authorized official will be required to sign the same project application more than once. However, should changes in the scope of the project, the applicable terms and conditions, or the amount of funding be requested, an authorized official representing each applicant may be required to sign a revision or an addendum on the same form as the original, but no applicant shall be required to